

**REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING MINUTES**

**Wednesday, January 12, 2022
9:00 AM**



Primary Location: 1546 First Street, Napa, CA 94559

Other Locations:

1201 Vine Street, Suite 103 in Healdsburg, CA 95448

4 Forrester Lane, Yountville, CA 94599

855 Bordeaux Way, Ste 170, Napa, CA 94558

3618 Ruston Lane, Napa 94558

401 Bicentennial Way, Santa Rosa, CA 95403

Call-in number: +1 253 215 8782, Meeting ID: 827 0243 3143 Passcode: 373808

<https://us06web.zoom.us/j/82702433143?pwd=VTVacmRXZFNRMGZKRTU4VJJDV3RIZz09>

CALL TO ORDER

I.

A. Introductions

Executive Committee Chair Jeri Hansen called the meeting to order at 9:05 AM.

Members Present: Executive Committee Chair, Jeri Hansen; Lake Advisory Subcommittee Chair, Rebecca Southwick; Marin Advisory Subcommittee Chair, Suzie Byrne; Napa Advisory Subcommittee Chair, Paul Hicks *Mark Bontrager attended as a member of the public.

Workforce Alliance Staff Present: Executive Director, Bruce Wilson; Assistant Director, Laura Davis; HR Officer, Taylor Swain; Workforce Development Specialist, Doug Orlando; Workforce Development Analyst, Sita Williams; CareerPoint One-Stop Manager, Brian Hooker; CareerPoint Project Director, Christy Gard.

Absent: Emilia Bartolomeu

B. Public Comment

None.

C. Chair update

D. Member update

E. Director update

Gov. Newsom just released the budget. We are looking into workforce funding.

CONSENT CALENDAR

These matters typically include routine financial or administrative **action items** requiring a vote. Any item will be discussed separately at the request of any person. Items are approved with one single motion

II.		<p>A. Approve August 11, 2021 Meeting Minutes [Attachment II.A] Motion made to approve August Meeting Minutes M/S: Paul Hicks/Rebecca Southwick Motion carried: 3:0 Yea: 3 Nay: 0 Abstentions: Paul Hicks Absent: Emilia Bartolomeu</p> <p>B. Master Meeting Calendar [Attachment II.B] Motion made to approve Master Board Meeting Calendar M/S: Paul Hicks/Rebecca Southwick Motion carried: 4:0 Yea: 4 Nay: 0 Abstentions: 0 Absent: Emilia Bartolomeu</p>
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REGULAR CALENDAR

III.		<p>A. Approval of Subcommittee Member Application – The committee will review and approve application for membership to one of the Advisory Subcommittees: Dorianne Tanaka – Mendocino Advisory Subcommittee [Attachment III.A] (Action)</p> <p>Motion made to approve M/S Rebecca Southwick/Paul Hicks Motion carried: 4:0 Yea: 4 Nay: 0 Abstentions: 0 Absent: Emilia Bartolomeu</p> <p>B. America’s Job Center of California (AJCC) Background and Comprehensive Certification Process – Staff will provide background information on the role and function of the AJCC One-Stop Career Centers, including the certification process. [Attachment III.B] (Presentation)</p> <p>Bruce Wilson, Executive Director at WANB and Doug Orlando Workforce Development Specialist at WANB provided information on the role and function of the AJCC One-Stop Career Centers.</p> <p>C. WIOA Career Services Implementation Update – As a part of its responsibility to design, implement and oversee the One Stop Delivery System, the Executive Committee will hear a WIOA Career Services update from the Equus. (Presentation)</p> <p>CareerPoint North Bay Program Director, Christy Gard, updated the committee on successes and challenges in implementing CareerPoint services.</p> <p>D. Grant Writing Update and Approval – Staff will provide an update on grant writing activities and seek approval in concept to continue at Executive Director’s discretion. (Action)</p> <ul style="list-style-type: none"> i. Accelerator 10.0 Partnership with Solano County ii. Good Jobs Challenge Partnership with Community College Foundation of California
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		Motion made to approve in concept M/S: Suzie Byrne /Rebecca Southwick Motion carried: 4:0 Yea: 4-0 Nay: 0 Abstentions: 0 Absent: Emilia Bartolomeu
ADJOURN		
IV.		A. Adjourn The meeting was adjourned at 10:19 AM